



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS, NATIONAL TRAINING CENTER & FORT IRWIN
FORT IRWIN, CA 92310-5000

AFZJ-CG

6 October 2006

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: NTC Policy Letter 31, Motorcycle, Moped, Motor Scooter, Dirt Bike and All-Terrain Vehicle (ATV) Safety and Motorcycle Mentorship Program (MMP) Policy – **CHANGE 1**

1. PURPOSE: Motorcycle, moped, motor scooter, dirt bike and ATV operations are high-risk activities that if not done safely, can significantly degrade military readiness. Far too many Soldiers, family members, and civilian employees continue to be hurt in preventable accidents. I expect all leaders to implement this safety policy. We must do everything we can to protect our Soldiers, family members and civilian employees from being injured in this high-risk activity.

2. REFERENCES:

- a. DODI 6055.4, DOD Traffic Safety Program, 20 July 1999.
- b. AR 190-5, Motor Vehicle Traffic Supervision, 22 May 2006.
- c. AR 385-40, Army Accident Investigation and Reporting, 1 November 1994.
- d. AR 385-55, Prevention of Motor Vehicle Accidents, 12 March 1987
- e. U.S. Army Motorcycle Mentorship Program, 28 December 2005.
- f. Department of the Army, Chief of Staff letter, 28 December 2005.
- g. NTC Motorcycle SIR Reporting Requirements, 11 August 2006.

3. APPLICABILITY: This policy applies to all service members, family members, contractors and DOD civilians operating a motorcycle, moped, motor scooter, dirt bike or ATV anywhere on Fort Irwin. It also applies to all Fort Irwin Soldiers operating a motorcycle, moped, motor scooter, dirt bike or ATV anywhere off post. This policy does not pertain to electric scooters of no more than 200 watts with a top speed that does not exceed 15 mph. See NTC Policy Letter 22.

4. NON-APPLICABILITY: This policy does not apply to civilian visitors to Fort Irwin. However, all motorcycles, mopeds, and motor scooters must be licensed and/or registered by appropriate civilian authorities in order to be operated on Fort Irwin. If the state in which licensed requires a special license to operate a motorcycle, moped, or motor scooter, those licensing requirements will apply on Fort Irwin. In addition, personal protective equipment (PPE) will be IAW Para. 6.d. below.

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5. RESCISSION: This Policy rescinds NTC Policy Letter 31, Motorcycle, Moped, Motor Scooter, Dirt Bike and All-Terrain Vehicle (ATV) Safety and Motorcycle Mentorship Program (MPP) Policy, dated 29 Dec 05.

6. POLICY:

a. Commanders at all levels are responsible for the complete implementation of this policy and will ensure all Soldiers in their command are in compliance. All units will include this policy as part of their unit Safety Program. It will be displayed on unit safety boards.

b. Licensing: All motorcycles, mopeds, motor scooters, dirt bikes and ATVs must be licensed and/or registered by appropriate civilian authorities in order to be operated on Fort Irwin. In addition to the requirements below, if state or local laws require special licenses to operate motorcycles, mopeds, motor scooters, or ATVs, those licensing requirements will apply on Fort Irwin. All motorcycle, moped, motor scooter, and ATV operators on post will possess a Motorcycle Defensive Driving Course (MDDC) or ATV Safety Institute (ASI)/Motorcycle Safety Foundation (MSF) certification card prior to operating a motorcycle, moped, motor scooter, or ATV on post.

c. Training: All motorcycle, moped, motor scooter, dirt bike or ATV operators must attend a MDDC/MSF certified operator safety course. There is a Basic Riders Course (BRC) and an Experienced Riders Course (ERC). These courses are offered through contract on post at a one time no cost to the rider, however, slots are filled on a first come, first served basis and are limited so riders may potentially have to wait several months for entry. Riders who do not wish to wait for the on post course may sign up and take the course at any MDDC/MSF certified off post program at their own expense. Inability to attend the on post course is not grounds for non-compliance with this policy. It is the individual riders' responsibility to ensure the course he takes is an MDDC/MSF approved curriculum taught by certified or licensed instructors with hands-on training.

(1) Motorcycle, moped, and motor scooter operators must successfully complete a rider safety course that includes a MDDC/MSF approved curriculum, prior to operating or registering a motorcycle, moped, or motor scooter on or off post.

(2) Beginner riders must possess a valid learner's permit and must complete the MSF Beginner Riders Course (BRC). In order to receive their permanent California Drivers license from the Department of Motor Vehicles (DMV), riders who reside on Ft. Irwin and have only a learner's permit will be admitted to Post on a one time only temporary pass. Once on post, they will park their motorcycle and not operate it again until they have completed the BRC and secured their state drivers license with the legal motorcycle endorsement. No installation pass will be issued for the BRC. Motorcycles, helmets and gloves are provided by the trainer. Once the BRC is successfully completed and the rider receives a DL 389 Certificate of Completion of Motorcycle Training, they will return to the

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DMV to obtain their California state drivers license. Operators are responsible to check state laws to see if California's licensing requirements transfer to their state. Once the individual is licensed, he may now register his motorcycle on post and freely ride within compliance standards of this policy.

(3) Soldiers who possess a valid state motorcycle license but cannot produce proof of having completed a certified MDDC/MSF riders' course are required to complete the BRC prior to registering their motorcycle and riding on or off post. Regardless of a Soldiers "stated" experience, he must provide proof that he has successfully completed the BRC prior to attending the ERC. Presenting a state license with a valid motorcycle endorsement does not prove he has attended the BRC, so he must complete the course before he can register and ride his motorcycle or sign up to take the ERC.

(4) Validation of training, license, vehicle state registration, and insurance will be presented to Post Vehicle Registration before a registration decal will be issued. If the MDDC/MSF course is completed somewhere other than Fort Irwin, the vehicle registration office will ensure it is an approved MDDC/MSF course. Discrepancies will be resolved by the Post Safety office. The BRC and ERC when offered by contract on post, shall be provided at no cost to the military and DOD civilian personnel and shall not be charged leave to attend this training. Training need only be offered once at government expense. If the operator fails to attend training for which he is scheduled and does not cancel the appointment at least 24 hours prior to the class date, or fails to successfully complete the course, subsequent required training will be at the operator's expense (Ref: AR 385-55, 26 Oct 2004, Chapter 8, Para 8-2).

(5) There is no state licensing requirement for ATV operators however, they must complete an ATV Safety Institute (ASI)/MSF approved operator course before operating an ATV. For information concerning approved ATV operator courses, contact the ISO.

(6) As with ATVs, Dirt bike operators must complete the MSF Dirt Bike Riders Course or equivalent course before operating a dirt bike. For information concerning approved dirt bike courses, contact the ISO.

d. Safety Equipment: Anyone operating a motorcycle, moped, motor scooter, or ATV, and their passengers, on Fort Irwin will wear complete PPE. Soldiers operating any of these vehicles off post are required to wear the same PPE. Civilian operators are strongly encouraged to wear complete PPE off the installation. Required PPE is per AR 190-5.

(1) A U.S. Department of Transportation (DOT) approved helmet properly fastened under the chin. Helmets may be fitted with an aftermarket quick disconnect buckle meeting or exceeding the retention standard of FMVSS218 (DOT). Wearers must install on helmet using manufacturer provided instructions. A brightly colored helmet with reflective tape or decal is encouraged.

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(2) Impact or shatter resistant goggles, wrap around glasses or a full-face shield attached to the helmet. Operators may not substitute windshield or fairing for proper eye protection; eyeglasses alone are not proper eye protection.

(3) Full-fingered gloves, long trousers, long sleeved shirt or jacket, and leather boots or over the ankle shoes.

(4) During daylight hours a brightly colored upper garment will be worn; during hours of limited visibility, an upper garment with reflective material must be worn. The standard orange/yellow road guard vest meets both daylight and limited visibility requirements. A reflective running belt does not suffice for this requirement. The road guard vest must cover a backpack, if worn.

e. Other Safety Requirements:

(1) The use of headphones or earphones is prohibited while operating a motorcycle, moped, motor scooter or ATV. Ear insert devices designed as hearing protection may be worn by operators but only if they do not exceed 32db NRR rating. Preventive Medicine Clinic hearing protector devices are suitable. These include disposable, preformed, or custom molded earplugs designed to reduce but not entirely block hearing.

(2) Motorcycles, mopeds, and motor scooters must have two rear view mirrors (one mirror on each side) and must have headlights illuminated at all times in order to operate on roads.

f. Installation authorities will deny access to anyone not wearing proper PPE. Soldiers injured in a motorcycle, moped, motor scooter or ATV accident that are not wearing required PPE will be found "not in the line-of-duty".

g. Adjutant General Replacement Center (AG Replacement) in-processing will include this policy in initial in-brief of new soldiers, identify riders and ensure compliance with this policy while soldiers are assigned through the in-processing phase. Pass information on all riders and prospective riders to each new soldier's chain of command once centralized inprocessing is complete.

7. Motorcycle Mentorship Program. Commanders will implement the Motorcycle Mentorship Program IAW the Department of the Army CRC Program and Chief of Staff of the Army letter dated 28 December 2005 (enclosure 1) guidance which includes but is not limited to the following:

a. All units, Company/Troop/Detachment and higher, will include the Motorcycle Mentorship Program as part of their unit Safety Program. Commanders will ensure the Ft. Irwin Motorcycle Mentorship Program is fully implemented and used to further identify and assist Soldiers in understanding and complying with NTC Policy Letter 31.

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b. Motorcycle Mentor(s): All commands will designate by appointment orders both a motorcycle and ATV operator mentor based on the operators experience as a rider, maturity, and commander's assessment. These individuals will be in compliance with all requirements IAW this policy letter. The Motorcycle Mentor(s) will report to his/her commander on issues involving motorcycle training and safety. If a Unit does not have a motorcycle rider that meets the above standard the Additional Duty Safety Officer will assume administrative responsibilities.

c. Motorcycle Mentor(s) will keep records on every motorcycle, moped, motor scooter, dirt bike and ATV rider in his/her unit. The records will consist of a copy of license, MSF BRC completion card, insurance, registration, motorcycle inspections and training completed.

d. Unit Safety Officers to include detachment safety officers will brief, assist, and inspect the Motorcycle Mentorship Program semi-annually and more often as needed in response developing trends.

e. Training: All Motorcycle Mentor(s) at company/troop level will conduct documented quarterly training with all individuals under their command who operate a motorcycle, moped or motor scooter. This training will at a minimum consist of identifying new riders, skills training related to braking, cornering judgment and counterweight techniques, review last quarter's Preliminary Loss Reports, any changes to regulations that pertain to motorcycles and motorcycle training, and upcoming motorcycle events. Mentor(s) will coordinate club rides to promote safe motorcycle operations.

f. Newly Licensed Riders: Commanders and Mentors will track all new riders that have completed the licensing requirements and BRC since arrival to the NTC. These riders should be targeted to attend the Experienced Riders Course (ERC) and are required to attend within 18 months of having completed the BRC. They may attend the ERC on post when offered or off post as available at their own expense.

g. Once new Soldiers are identified by the chain of command as a motorcycle rider or potential rider, the Unit Motorcycle Mentor(s) will include them in the program and all activities. Commands will also, conduct occasional events to inspire cohesion on safe riding, i.e. group rides, etc.

h. Unit commanders will develop or update Rear Detachment in-processing procedures to ensure compliance enforcement of all aspects of this policy when receiving and in-processing new Soldiers into the unit when leadership is in the field or unavailable due to duty requirements.

i. Company/detachment commanders will ensure completion of an individual Motorcycle/ATV Operator Requirements and Individual Responsibilities Agreement (enclosure 2) for all Soldiers who operate a motorcycle, moped, motor scooter, dirt bike or ATV on or off the installation. The Motorcycle Mentor(s) will conduct inspections using the Motorcycle/ATV Inspection Form

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Enclosure 3) prior to Comp time, long weekends, holidays and leave/passes. The chain of command will ensure deficiencies are identified and corrected, and that Soldiers are aware of the consequences of improper operation, prior to permitting motorcycle, moped, motor scooter, dirt bike and ATV operation.

8. Leader Responsibilities:

a. In the event of a Soldier motorcycle, moped, motor scooter, dirt bike or ATV Class A, B, or C accident, CG NTC is required to report directly to CDR FORSCOM within 24 hours of the accident. To enable this reporting process, commanders will respond to the NTC Chief of Staff IAW SIR format at Enclosure 4 within 8 hours of initial notification of the accident. Commanders will also appoint an accident investigation officer from outside the Soldier's chain of command. The investigating officer will conduct an accident investigation in accordance with AR 385-40, and report findings and recommendations to the Soldier's battalion level commander. The Soldier's senior leadership will then provide me an accident review that summarizes the facts and circumstances surrounding the accident and recommendations to prevent future accidents.

b. Commanders will classify any motorcycle, moped, motor scooter, dirt bike or ATV operator who is cited for two or more violations or has an accident that incurs lost time, or who otherwise demonstrates a lack of self-discipline, as a "high-risk" operator. Commanders will counsel high-risk operators and require the operator's NCO/supervisor support chain to provide steps to mitigate high-risk behavior. Commanders will comply with AR 190-5 regarding the revocation/suspension of Soldiers privileges. The Garrison Commander may revoke/suspend civilian operator privileges IAW AR 190-5. Before revoked/suspended privileges are reinstated, individuals must retake the MDDC.

9. This policy is punitive in nature. Violators are subject to punishment under Federal law and the UCMJ, and other appropriate administrative action. Consult with your Trial Counsel/Labor Counselor for assistance.

10. The proponent for this letter is the Post Safety Office, at 4-5564.



ROBERT W. CONE
Brigadier General, USA
Commanding

4 Encls

1. Dept. of the Army, COS letter
2. Motorcycle/ATV Agreement
3. Motorcycle/ATV Inspection Checklist
4. SIR reporting requirements to CoS NTC

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